

EDITED KSA LISTING

CLASS: HEAVY EQUIPMENT MECHANIC (CORRECTIONAL FACILITY)

NOTE: Each position within this classification may be required to possess all or some of these knowledge, skills or abilities.

	Knowledge of:
K1	Basic knowledge of the diagnostic, preventive maintenance and repair methods (e.g. steering, suspension systems, transmission, hydraulic systems, air/hydraulic brakes, electrical systems, pumps, power take-off, fuel and ignition systems, emission control systems, cooling and air condition system, etc.) used in construction, assembly, overhaul, repair, and adjustment of all gas and diesel-powered equipment including automobiles/trucks, and heavy construction, stationary and maintenance equipment to ensure safe operating and well maintained equipment.
K2	Basic knowledge of materials (e.g. fuel, oils, filters, metals, cleaning chemicals/solvents, replacement parts, etc.) used for preventive maintenance and repair, construction, assembly, overhaul, adjustment of all gas and diesel-powered equipment including automobiles/trucks, heavy construction, stationary and maintenance equipment to ensure safe operating and well maintained equipment.
K3	Basic knowledge of proper care, accountability and usage of tools and equipment (e.g. hand, pneumatic, hydraulic, electronic and computerized tools, etc.) used for diagnostic, preventive maintenance, repair, construction, assembly, overhaul, and adjustment of all gas and diesel-powered equipment including automobiles/trucks, heavy construction, stationary and maintenance equipment to ensure safe operating and well maintained equipment.
K4	Basic knowledge of operating characteristics and controls (steering, suspension systems, transmission, hydraulic systems, air/hydraulic brakes, electrical systems, pumps, power take-off, fuel and ignition systems, emission control systems, cooling and air condition system, etc.) of automotive, heavy construction and maintenance equipment and gas and diesel-powered equipment including automobiles/trucks, stationary, heavy construction and maintenance equipment to ensure safe operation.
K5	Basic knowledge of safety regulations and practices (Code of Safe Practice, Material and Safety Data Sheets (MSDS), Operators Manuals, Injury and Illness Prevention Program, California Vehicle Code-Title 13, etc) to protect and maintain the safety of persons and property.
K6	Basic knowledge of parts and material requisitioning to ensure the efficient operation of the automotive/equipment repair facility.
K7	Basic knowledge of supervisory principles, practices and techniques to plan, oversee, and direct the work activities of inmates to ensure the efficient operation of the automotive/equipment repair facility.

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K8	Basic knowledge of training methods to provide direction to employees, inmates to ensure the safe and efficient operation of the automotive/equipment repair facility.
K9	Basic knowledge of computer usage (e.g., hardware, software programs, etc.) to maintain accurate records, communicate effectively and contribute to the departments needs.

	Skill to:
S1	Basic skill in mechanical repair, adjustment, and fabrication of automotive, heavy construction and maintenance equipment, gas and diesel-powered equipment including automobiles/trucks, stationary, heavy construction and maintenance equipment.
S2	Basic skill to independently detect, analyze, diagnose situations accurately in order to determine and implement effective and appropriate courses of action to perform preventive and corrective maintenance on equipment in shop or a field environment.
S3	Basic skill to communicate (verbally/written) effectively in order to exchange and/or provide information and/or direction to staff and inmates.
S4	Basic skill to consult and advise designated personnel information and/or recommendations on requests and selection of parts and equipment.
S5	Basic skill in preparing reports to provide information and/or documentation.
S6	Basic skills to plan, assign, and direct the work of inmates to effectively supervise and maintain the safety and security of an area of responsibility.
S7	Basic skill to perform gas and electric welding for installation, repair or modifying existing or specialized equipment or components.
S8	Basic skill to work from manufactures drawings and sketches and make sketches of component replacements or broken parts for identification, replacement or modification.
S9	Skill to operate a personal computer in order to perform daily duties (e.g., inventories, repair/service by individual repair order, etc.)
S10	Basic skill to effectively contribute to the department's Equal Employment Opportunities (EEO) objectives in order to create and maintain a fair and equitable work environment free of harassment and discrimination.
S11	Basic skill to establish and maintain confident and cooperative relationships with departmental employees and the public to meet the mission of the Department of Corrections.

Bold text-indicates not on Classification Spec.

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	SPECIAL CHARACTERISTICS aka ADDITIONAL DESIRABLE QUALIFICATIONS:
SPC1	Assignment during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property.
SPC2	Possession of a valid Class A or Class B driver license with endorsements for testing operation and delivery of required commercial equipment.